

School Health Advisory Committee

Tower Building, Room 607

Texas Department of Health

October 11, 2001

10:30 a.m. – 2:30 p.m.

Committee Members

Ann Sims, M.D.
Cathy Harris, R.N., BSN
Ramón Orduño
Kathi Seay
Michelle Smith

Linda Thune
Michael Hinojosa, Ed.D.
Ruth Stewart, MS, RNCS
Jane Tustin, RN

TDH Staff Present

Mike Messinger, Facilitator
Michelle McComb
Mary Jackson
Diane Montoya
John Dillard

Alan Shafer
Aubrey Herzik
Valerie Wolf
Shelley Bjorkman
Kathleen King-Tryce

Visitors:

Robin Wright, Center for Rural Health Initiatives
Mark Hanna, Texas Association of School Nurses
Sally Griewahn, Abilene Intercollegiate School of Nursing
Craig Tounget, Texas Parent Teacher Association
Diane Rhodes, Texas Dental Association
Susan Rose, Texas Education Agency
Tris Castaneda, Texas Association of Marriage & Family Therapists
Nancy Murray, University of Texas, School of Public Health
Maria C. Hernandez, Texas Legislative Budget Board
Cathy Douglass, Texas Association of School Boards

Meeting called to order

1. Quorum not reached at this time causing agenda shift to a non-action item

Mark Hanna, Texas Nurses Association

1. Stakeholder involvement
 - a. Organization is pleased with the collaboration from the Texas Department of Health (TDH), School Health Program (SHP), for sending out stakeholder interest letters. Mr. Hanna stated that stakeholder involvement is critical in order to support later issues in front of the Texas Board of Health (board) or future sessions of the Texas Legislature.
 - b. Jacki Shobe is not in attendance due to her position on a committee in San Antonio preparing for a brochure about emergency preparedness for the school districts.

Quorum reached with the arrival of other members

Review of the previous meeting minutes and public comment period

1. Minutes
 - a. Comments/corrections
 - i. Kathi Seay prompted the committee to be aware of what is said as a group. (i.e. "Texas was ranked 50th in the nation as far as immunizing children under two...").
 - b. Approved as distributed
2. Public Comment
 - a. Sally Griewahn
 - i. Update of Abilene ISD's move to replace district RN's with LVN's or other personnel.
 - ii. Raw statistics for this area presented to the committee.
 - iii. Final draft of report will be available for distribution to the committee by the next scheduled meeting (January 10th, 2002).

Senate Bill (SB) 31

1. Discussion for dissemination of information related to Bacterial Meningitis
 - a. Correspondence to the Texas Education Agency (TEA) from the committee approving the current form and style of information that will be released to the school districts in fiscal year 2002.
 - i. Length of mail out to the school districts (two pages) would be costly to reproduce for each district, possibility to reformat content of the information.

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- b. Motion to change the format of the information that will be disseminated to school districts, motion seconded, and committee reaches consensus for approval.
 - i. Kathi Seay requests a copy of the letter that TEA will send out to school districts to reformat font size and margin widths provided there are no formal requirements as to the format of the letter.
- c. Motion to approve correspondence of approval to TEA for the content of the information submitted to the School Health Advisory Committee, motion seconded, and the committee reaches consensus for approval.

Survey Subcommittee

1. History and purpose of the proposed survey
 - a. Collect information that is necessary to make recommendations to the board. Previous survey was not providing the type of information that the committee desired.
 - b. Two levels for the revised survey, campus level and district level.
 - c. Propose to send out revised survey with the mail out of state mandate material, spinal, vision & hearing screening. (November)
2. Motion to accept the final draft of the survey, seconded.
3. Chair puts the survey to question, committee reaches consensus, survey is approved for dissemination.
4. Planned dissemination for the survey will be in November 2001.

Comments/ Questions

1. Didn't the Action Plan call for a sampling?
2. The format of the Survey is good; the response rate will be great
3. The coversheet needs two items addressed:
 - a. Subheadings at the top of each paragraph;
 - b. First paragraph needs reorganizing such as: "Our goal..." then add "assess the health care..." the process being, so "goal" stands out.
4. Concerned about how many "outs" we are giving for people that will fill this out.
5. The box of information is very good; its purpose may be better served on the front of this sheet.
6. Suggestion for the wording in the box to read "Thank you for participating" instead of "if you choose to participate."
7. Cathy Harris volunteered to make the information sheet more appealing.
8. Suggestion to place on the information sheet "Your district has been chosen."
9. Suggestion to reference Senate Bill 19 (requiring Physical Education in elementary schools) on the coverletter.
10. Alan Shafer of the Research and Public Health Assessment (RPHA), indicated that this survey will have the ability to be entered on line through the school health website.
11. Suggestion for deadline to enter the survey placed on the 15th or the 30th of the month. If it coincides with other reports (i.e. immunization report) it would be an easier date to remember.

School Health Rules & Responsibilities

1. Document handed out that outlines the proposed responsibilities of the school health staff in school districts.
 - a. Items in the document
 - i. Suggestion on the nomenclature of some words in this documents, some items are reserved for the district's board to make decision on policy such as the budget planning.
 - b. How often is the health coordinator a "medical person"?
 - i. The health coordinator is not a required position, so there may be someone in this position that does not have a medical background.
 - ii. Suggestion to reword so that it reads "health vocational person."
 - iii. Suggestion to restructure the bullet on page two that deals with a "school health coordinator," what would a district do if there were not a health professional staffing the position.
 - c. When there is a finished document, there will be some guidelines as to what schools can aspire to.
 - d. Suggestion to add to the document a bullet identifying large schools, which usually have more than one nurse, have a licensed professional available to them as well.
 - e. The State Board of Education (SBOE) has entrusted the school districts to hire people that will staff the position. Certain certifications are no longer required.
 - f. This document needs to have some type of direction so that the health services personnel can get the person off the "hot seat" by defying their supervisor in order to preserve their license. Though there is the local control, there is a real danger when dealing with licensure.
 - g. When there has been some definition attached to common words regarding health services, and the committee has approved this document, it will serve as the basis for the *Tier Group*.

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- h. At this point, is the committee assigning roles?
 - i. The committee should not be assigning value to this document at this time.
- i. Suggestion to change “ “ to “based on criteria from the state certification board, not less than an RN.”
- j. Discussion to determine value of supervision in a school setting as it relates to this document.
- k. Cathy Harris volunteers to make corrections for this document.
- l. Document tabled for the next meeting in January.

Subcommittee for Action, Michael Hinojosa, Chair

- 1. Timeline for action condensed and color-coded to show progress of action plan.
 - a. Green indicates the committee is on task;
 - b. Yellow indicates a slight problem, nothing serious, and could mean the committee are behind schedule;
 - c. Red indicates that the committee may unable to complete this task due to various reasons.
- 2. Timeline for action explained in detail to the committee
 - a. Suggest changing the deadline for 1.5.1 to January;
 - b. Suggest revisiting 3.1.1 to June 2002;
 - c. 1.5.2 involves an actual graduate student; the committee needs to branch out to other colleges.
 - i. Suggestion to have topics for the graduate students that are writing their dissertation.
 - ii. Suggest changing the beginning to June.
 - d. Sally Griewahn, Abilene, requested acknowledgement from the committee chair, acknowledgement given and Ms. Griewahn indicated that she is currently in a point in her studies for a topic to research.
 - e. Nancy Murray, Houston, also requested acknowledgement from the committee chair, acknowledgement given and Dr. Murray state that the University of Texas (UT) School of Public Health may already have a document that is looking at the impact of school health programs in regard to healthy children. The advocacy piece began approximately one year and nine months ago. It was sent out for distribution Spring of 2001.
 - f. Motion to alter 1.5.2 to read “Universities in Texas,” vs. “University of Texas” and “conduct” to “initiate,” motion seconded, chair puts to question and committee reaches a consensus.
 - g. Suggestion to change 2.2.1 deadline to January 2002.
 - h. Medicaid Administrative Claiming (MAC) has its own training for the school districts, modification necessary for the action plan.
 - i. Move to delete from the action plan, motion seconded; chair puts to question, committee approves with a consensus vote to delete 2.3.1 of the action plan.

The School Health Program wanted to be able to provide this information since there are general inquiries regarding MAC

Other committee items regarding subcommittees

- 1. Need to appoint chairs for each active subcommittee.
 - a. Agenda item for next meeting.

Shelley Summers presentation on SB 19

Please request handout of presentation from the School Health Program by contacting Diane Montoya at (512) 458-7111, extension 3032

Legislative Subcommittee

- 1. Elect a chair for the next scheduled SHAC meeting – place on the agenda.
- 2. Recommend finding the protocol for this subcommittee as legislation is purview of TDH.
 - a. Place on the agenda for the next subcommittee meeting.
 - b. Need for the committee and subcommittees to have an understanding regarding the platforms represented in the next legislative session.
 - i. There will be 40 new members to the House of Representatives.
- 3. The Joint Select Committee on Public School Finance will be held October 25th (1:00 p.m.) & 26th (9:00 a.m.) in the Capitol Annex of the House Appropriations Committee Room (Austin).
- 4. October 24, 2001, there will be a stakeholder meeting regarding SB 19 offered by the State Board of Education held at the Thompson Center (Austin) from 8:30 a.m. to 3:00 p.m.

School Health Program update – Michelle McComb

- 1. Texas Guide to School Health Programs
 - a. Has been completed in paper format;
 - b. Not ready for the website, SHP is working on converting this massive document into PDF format.

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- c. SHP is working to make the handbook available on CD-ROM and distributing to school districts in Texas.
- 2. Annual Report to the Board
 - a. Has been routed to the board.
 - b. Working lunch with the board suggested for February 21st, 2002.
- 3. Other maintenance items
 - a. Ann Sims, M.D. is one of twenty people chosen to participate in a nationally recognized workshop for child abuse exams.
 - b. Michelle Smith and the American Cancer Society have developed a website which promotes school health information.
 - c. Michael Hinojosa received his doctorate and has been invited to speak on a panel for this year's American School Health Association (ASHA).
 - d. Asthma Coalition annual meeting is November 2nd 2001.

Adjourn



Ruth Stewart, Chair
School Health Advisory Committee

Approved January 10, 2002